



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Specifications and Advertisement for Bids for Replacement Photocopier for the Electric Utility Department

MEETING DATE: June 5, 1996

SUBMITTED BY: Electric Utility Director

RECOMMENDED ACTION: That the City Council approve the specifications and authorize advertising for bids for a replacement photocopier for the Electric Utility Department.

BACKGROUND INFORMATION: The recently approved 1995/96 Electric Utility Department budget includes funding to replace an eight-year-old copier which requires increasingly frequent repairs and no longer produces good quality copies.

The replacement copier would also provide staff with duplexing and collating capabilities (for specifications, manuals, maps, and presentation documents) that the existing machine does not offer.

FUNDING: 1995/96 Budget: 16.0-601.01, \$9,000

BID OPENING: June 20, 1996

Alan N. Vallow, Electric Utility Director

APPROVED: _____

H. DIXON FLYNN
City Manager